

**Request for Redeveloper Qualifications  
(RFQ)**

**City of Woodbury  
Gloucester County, New Jersey**

**Redevelopment Project  
100 Block South Broad Street**

**Invitation for Redevelopment Proposals and Qualifications**

**TO POTENTIAL REDEVELOPER:**

**RE: City of Woodbury / Request for Qualifications (RFQ) from Qualified Redevelopers for the 100 Block South Broad Redevelopment Project Pursuant to Downtown Business District Redevelopment Plan.**

Please be advised that firms are invited by the City of Woodbury, Gloucester County, New Jersey ("City"), to submit a redevelopment proposal for the 100 Block South Broad Redevelopment Project and redeveloper's qualifications for this project. Enclosed is the RFQ package and the materials needed to develop your submission.

As with all redevelopment projects in New Jersey, financing tools offered by the State of New Jersey and various federal programs may be available to enhance the financial benefits of this project. Funding can be discussed further once a redeveloper is selected by the City. The selected redeveloper will be encouraged to apply for funding from all potential sources available, and the City will assist in that process at no cost to the City. However, the City is not making any representations or guarantees and the Redeveloper must be capable of completing the project with its own financing.

The City will provide overall guidance and direction, and the improvements constructed by or on behalf of the selected redeveloper must adhere to those controls and regulations, as well as any State or other governmental controls and regulations, while also reflecting redeveloper's vision. The improvements must incorporate distinguished architecture, signifying quality and permanence.

The City will not attempt to anticipate every possible design or land use solution. Rather, the redevelopment proposals received will be evaluated as to the manner in which they are anticipated to achieve the City's objectives and the objective of the Downtown Business District Redevelopment Plan. The selected redeveloper's vision for the Project Area shall be in general conformance with the Downtown Business District Redevelopment Plan. The governing body and the Joint Land Use Board shall review and approve all proposed site and building plans in advance.

Interested redevelopers are asked to submit qualifications and proposals for the City's receipt no later than the submission deadline of **3 p.m. on September 29, 2022**, to the attention of **Cassidy L. Swanson, Acting Municipal Clerk, 33 Delaware Street, Woodbury, NJ 08096**.

The City will acknowledge each timely received response. Incomplete responses will be returned without consideration.

The City may interview proposed redevelopers in its discretion. Prospective Redevelopers shall identify their proposed project plan and expand upon its ability to complete the tasks, as requested by the City. The selected redeveloper will be notified of the City's decision, and will have the

exclusive right, during a time period chosen by the City, to negotiate a mutually acceptable Memorandum of Understanding and Redevelopment Agreement with the City.

The Memorandum of Understanding and the Redevelopment Agreement will require the redeveloper to post required escrow funds to off-set City professional costs related to the project.

The City reserves the right to reject any and all proposals and is not obligated to enter into a Redevelopment Agreement if, in the City's sole discretion, it is not in the best interest of the City. The selected Redeveloper will be expected to acquire title to the Project Area from the City and redevelop it in accordance with the City's Downtown Business District Redevelopment Plan and amendments to the plan related to this project. A critical feature in any proposal will be the terms and conditions for redevelopment of the property.

Cassidy L. Swanson, Acting Municipal Clerk

## SECTION I

### INTRODUCTION/BACKGROUND/PROJECT SITE LOCATION AND SITE CONDITION AND REDEVELOPMENT OBJECTIVES

#### A. Introduction/Background

The City of Woodbury has designated the Downtown Business District located on Broad Street as an area in need of redevelopment pursuant to N.J.S.A. 40A:12A-1 et. seq. The City of Woodbury has also adopted via ordinance a Redevelopment Plan for the Downtown Business District. Located within the redevelopment area on the 100 Block of South Broad Street. The area is approximately 146,921 square feet of land and 3.37 acres. The City of Woodbury over the past years has been assembling parcels and demolishing structures for the purpose of redeveloping all or a substantial portion of this block that is centrally located in the downtown.

The City is seeking a qualified Redeveloper to finance and construct a mixed-use project (residential, retail and office) at such designated redevelopment area, owned by the City and located on 100 Block of South Broad Street, in the City of Woodbury, Gloucester County, New Jersey. The assembled redevelopment Project Area owned by the City, as identified on **Exhibit "A,"** contains 3.37 acres/ 146,921 sf of vacant land. To achieve its revitalization objectives, the City intends to negotiate a redevelopment agreement including the sale of that area to the selected redeveloper, and negotiate the terms and conditions for design and redevelopment of this project by the Redeveloper.

#### B. Redevelopment Area

Appended to this RFQ at **Exhibit "A"** is a map of the redevelopment project area. The City property is shaded in green. The property is described as follows:

Block 75, Lot 3.01: S. Broad Street Int (Parking Lot) (36,315 sf)

Block 75, Lot 3.02: 40 West Barber Ave (10,220 sf)

Block 75, Lot 4: 38 W. Barber Ave (10,267 sf)

Block 75, Lot 5: 32 W. Barber Ave (5450 sf)

Block 75, Lot 7: 28 West Barber Ave (11,652 sf)

Block 75, Lot 13: 125 S. Broad Street (5,125 sf)

Block 75, Lot 15: 115 S. Broad Street (34,142 sf)

Block 75, Lot 27.01: Broad Street Back (20,822 sf)

Block 75, Lot 32: 35-37 W. Centre Street (3,877 sf)

Block 75, Lot 33: 29 W. Centre Street (3,536 sf)

Block 75, Lot 35: 25 W. Centre Street (5,515 sf)

The redeveloper will have flexibility to present its own vision for implementation of the City's Redevelopment Plan during the redeveloper selection and negotiation process. However, redeveloper's suggested modifications to the City's current Redevelopment Plan will not be incorporated into the City's Redevelopment Plan unless deemed by the governing body, in its sole discretion, to be acceptable and beneficial to the City.

**C. Environmental Conditions/Utility Issue.**

The selected redeveloper will be responsible for any and all environmental remediation which may be necessary for the Project Area. A Preliminary Assessment Report (PAR) was prepared for the City and is dated September 28, 2017 and is attached as **Exhibit "C"**.

## SECTION II

### REDEVELOPMENT GUIDELINES/OBJECTIVES AND REDEVELOPER OBLIGATIONS

#### A. Approach to Redevelopment

The City's goal for redevelopment of the Project Area is set forth in the Redevelopment Plan for the Downtown Business District which seeks to revitalize the entire downtown business district.

The focus for redevelopment of the Project Area should include new redevelopment and amenities that will be beneficial to the community. The City's conceptual Plan described in the Redevelopment Plan is intended to conserve and enhance existing resources for the area, while creating conditions necessary to ensure successful redevelopment. The City's Redevelopment Plan recognizes that while there will be various uses within the entire Downtown Business District, common design elements will serve to unify those various uses and strengthen the overall potential of the entire Redevelopment Area.

The land use categories in the City's current Downtown Business District Redevelopment Plan reflects a mixed use district. The Plan provides for a mix of civic, commercial, government, industrial, transportation and residential uses. Pursuant to N.J.S.A. 40A:12A-1 et seq., land uses and densities designated for various areas within the adopted Redevelopment Plan supersede the permitted land uses and densities under the present zoning Ordinance.

In reviewing proposals with respect to any proposed residential components of a plan, preference will be given by the City to proposals that include residential ownership opportunities. The City will consider rental units for this Project.

#### B. Plan Objectives

1. To comprehensively redevelop the Project Area by eliminating negative and blighting influences, and by providing coordinated improvements.
2. To create well-planned, environmentally-friendly redevelopment which will provide opportunities for, e.g., retail, commercial, and residential uses. Current conditions at the Project Area evidence a need for redevelopment undertaken in a comprehensive manner.
3. To provide a functional physical layout of the Project Area and removal of impediments to revitalization.
4. To control land use by sound planning, redeveloper vision, and implementation of important City objectives.
5. To provide for economic stabilization, and increase in the tax base of the Project Area, and to improve the City in general, by redeveloping currently non-revenue producing properties, which can reestablish investment confidence in the Project Area and contiguous neighborhoods.

6. To attract additional private investment in the City.

### SECTION III

#### REDEVELOPER SELECTION PROCESS

In order to achieve its redevelopment objectives hereunder, the City of Woodbury intends to follow the Redeveloper selection process outlined below.

1. **RFQ:** Solicit financial and other qualifications from proposed Redevelopers based upon experience and education by inviting submission of the information requested herein. Solicit redevelopment plan proposals for the Site from proposed Redevelopers, which includes Redeveloper's visions for redevelopment, based upon the City's Redevelopment Plan.
2. **Short List:** The governing body will review and evaluate timely responses to this RFQ and select a redeveloper deemed by the City as most qualified to achieve the Project goals. Upon selection of such potential redeveloper, the City may request additional detailed information regarding project vision and objectives, and will then invite some or all finalists for final evaluation before selection. The finalist(s) will be given two (2) weeks from the issuance of the aforementioned invitation to prepare their additional information for submission to the City.
3. **Exclusive Negotiations:** Upon completion of the above process, the City intends to select a proposed Redeveloper to which the City will grant a sixty (60) days exclusive right, pursuant to a written Memorandum of Understanding, during which the parties can negotiate a Redevelopment Agreement that will define the parties' obligations, rights, schedules and financial arrangements for the project. During such exclusive negotiation period, the redeveloper will be required to pay an initial \$7,500.00 escrow to cover the City's costs associated with the negotiation of the Memorandum of Understanding and the Redevelopment Agreement. Once 90% of the escrow is expended, the escrow must be replenished by the proposed Redeveloper. The City may, at its sole discretion, extend the negotiations period.
4. **Redeveloper Designation:** After completing negotiations and finalizing a Redevelopment Agreement, the Redeveloper will be formally designated as such, and the Redevelopment Agreement for the Project will be executed by the parties.
5. **Relinquishment of Redeveloper Designation:** In the event the parties are unable to reach agreement and produce a Redevelopment Agreement within the time specified under the Memorandum of Understanding, the City has the right to withdraw from the Memorandum of Understanding. In that instance, Redeveloper would relinquish its Redeveloper designation, and fulfill any outstanding obligations pursuant to the Memorandum.

## SECTION IV

### ESTIMATED RFQ TIMETABLE

<b><u>May 12, 2022</u></b>	RFQ Available
<b><u>September 29, 2022</u></b>	RFQ Submission Due
<b><u>November 15, 2022</u></b>	Redeveloper Selected
<b><u>January 15, 2023</u></b>	Enter into MOU
<b><u>TBD</u></b>	Amend Redevelopment Plan, Obtain Approvals from Land Use Board, and Enter into Redeveloper Agreement



## **SECTION V**

### **TERMS, CONDITIONS AND LIMITATIONS**

This Request for Qualifications and Proposals is subject to the specific conditions, terms and limitations stated below:

1. No applicant will be selected if it is in default regarding any debt, contract or obligation to the City, or to any state, county or federal agency.
2. The City will not pay any costs incurred by an applicant, including but not limited to, the cost of responding to this RFQ.
3. This RFQ does not represent any obligation or agreement on the part of the City.
4. The City may, at its option, reject any or all submitted proposals.
5. The City's invitation to respond to this RFQ does not create any rights on the part of an applicant.
6. The proposals and related information submitted shall become the property of the City. Unless otherwise agreed to in writing by the City, all proprietary claims are waived, and plans and related information submitted may be utilized by the City or others.
7. All information furnished in this RFQ was gathered from sources deemed by the City as reliable. No representation or warranty is made as to the accuracy or completeness of the information contained in this document.
8. Redeveloper Proposal Forms are included in this RFQ, to be used by applicants.

The submission of a response to this RFQ shall evidence that an applicant has reviewed all relevant conditions, circumstances, procedures and requirements for the Project Area. Any entity proposing to be selected as Redeveloper shall be conclusively presumed to have read, and to have become familiar with, all available and relevant documents.

**SECTION VI**  
**RFQ PREPARATION AND SUBMISSION GUIDELINES**

**A. Submission of Qualifications/Proposals**

Proposed redevelopers interested in this 100 Block South Broad Street Redevelopment Project shall submit copies of qualifications and proposals, no later than **3 p.m. on September 29, 2022**, to the City of Woodbury, on that submission deadline, to the attention of Cassidy L. Swanson, Acting Municipal Clerk. Submissions must be timely received. Responses must also include the following:

1. Cover letter on the letterhead of the proposed Redeveloper.
2. Conceptual schematic site plan prepared by a licensed professional.
3. Preliminary cost estimates for the Proposed Project.
4. Preliminary Project financing plan, tax incentives requested, including the proposed project improvements, water and sewer requirements, and a proposed timetable for construction up to completion.
5. Description of all proposed land uses, and identification of tenancy for commercial property if known.
6. Organizational Questionnaire and Disclosure Statement.
7. Applicant's Proposed Redevelopment team.
8. Attachments i through iv.
9. Anticipated overall Project costs, assuming the uses being proposed.

**B. Review of Qualifications/Proposals**

The City will acknowledge each RFQ response which is timely received and responsive to this RFQ. A Committee will review responses, and incomplete proposals will be returned without consideration. Additional information will not be accepted once the Submission Deadline has passed.

Redeveloper selection by the City will be based upon the following criteria:

1. The quality of the overall proposed redevelopment concept, and consistency or coordination with the City's overall redevelopment objectives and approach, as reflected in the Redevelopment Plan.
2. Financial benefit to the city as proposed by the redeveloper, including property tax incentives, job creation, water/sewer requirements and payments, and other improvements requested from the City

2. The financial feasibility of the proposed project.
3. The capability and experience of the applicant and its redevelopment team.
4. The quality of the proposed design.
5. The capability and commitment of the applicant to: **(a)** successfully fulfill Project requirements, including payment to the City to acquire the Project Area, and **(b)** secure sufficient Project financing.
6. Community benefits, including job creation.
7. Provide information regarding funding sources and financial ability to commence the Project in 2023 and complete the Project in accordance with the Project Schedule.

### **C. Designation of the Selected Redeveloper**

The City of Woodbury will pass a Resolution to designate its selected "Proposed Redeveloper" for this Redevelopment Project. Passage of such a Resolution would allow the City to then negotiate, pursuant to a Memorandum of Understanding, a Redevelopment Agreement for the Project. The City will formally designate its Redeveloper, pursuant to Resolution, upon the parties' execution of a Redevelopment Agreement acceptable to the City.

### **D. Information to be Submitted by Applicants**

All responses submitted should include only the following information in the **sequence** outlined below. RFQ paragraph numbers must correspond to those below.

1. **Qualifications of the Applicant, and its Proposed Redevelopment Team:**
  - a. Proposed Redeveloper's name, address, telephone number, and e-mail address, as well as the name of the representative(s) authorized by that applicant to communicate with the City and /or its representative(s).
  - b. A statement identifying the proposed redevelopment team members, and any investors, parties and principal for the Project, along with their contact information. Describe the nature of the proposed Redeveloper (e.g., corporation or partnership). Also identify the role of additional entities (e.g. investor, construction manager, etc.). Identify percentages of each entity's interest in the Project.
  - c. The qualifications of the redevelopment team and the person(s) who would be directly responsible for supervising proposed redeveloper and design and construction. Of critical interest is experience over the last five (5) years in accomplishing redevelopment projects similar in scale and character to that which is proposed.
  - d. A statement identifying all proposed builder(s), and a listing of projects similar to that which is being proposed constructed by such builder(s).

e. A statement of the names and description of the experience of the architectural firm or firms to be retained by redeveloper for preparation of plans and specifications.

f. A statement identifying the firm(s) or organizations(s) to be responsible for marketing and/or managing the completed redevelopment project, including a description of the relationship to be established between redeveloper and the marketing and property management organization(s), (e.g., parent or subsidiary corporation, partnership, leaseholder, franchise).

g. Identify all proposed sources of funding for the Project.

## 2. **Redevelopment Proposals**

All proposals should provide details and actions needed for the redevelopment. All redevelopment proposals must be accompanied by drawings which illustrate the proposed redevelopment. Drawings must include conceptual site plans and elevations.

a. A description of dwelling unit size (in square feet), where appropriate.

b. A description of building materials and design techniques proposed to be utilized.

c. The amount of retail space proposed, and proposed type(s) of lessees.

d. The amount of office space, and proposed type(s) of lessees.

e. The amount of restaurant space, if any.

f. The number and locations of parking spaces to be provided.

g. Proposed respective obligations of the Redeveloper and the City for the Project, i.e., describe all of those things that applicant expects of the City, and what applicant is prepared to do. Be very specific.

## 3. **Financing Commitment**

All redevelopment proposals must address the following financial issues:

a. Estimated project costs, inclusive of property acquisition — both hard and soft costs.

b. Sufficient financial information regarding applicant to establish the approximate net worth and assets available to the applicant for the proposed redevelopment. If financing is anticipated from sources other than the applicant, please indicate how this will be supplied and by when, understanding that sufficient financial resources for the Project will be expected to be demonstrated before the City will execute a Redevelopment Agreement.

**\*The City will employ its best efforts to ensure that all financial data is held in confidence to the extent allowed by applicable law.**

#### **4. Construction Timetable**

Present a proposed timetable as part of the RFQ response that demonstrates the amount of time needed to complete the proposed Project. At a minimum, please specify, or estimate if specification is not possible, the following critical benchmarks:

- a. Acquisition of the Project Area from the City.
- b. Application for, and receipt of, local, county and state permits and approvals.
- c. Site preparation.
- d. Commencement of construction.
- e. Completion of construction.

## **SECTION VII**

### **MANDATORY REDEVELOPER QUALIFICATIONS AND PROPOSALS FORMS**

- A. Organizational Questionnaire and Disclosure Statement.**
- B. Applicant's Proposed Redevelopment Team.**
- C. Mandatory Applicant's Certification.**



G. Is the entity identified an applicant, or is member of applicant as described above, now a plaintiff or defendant in any civil or criminal litigation?

Yes  No If yes, furnish details in a separate attachment.

H. Has applicant been or are they now subject to any order resulting from any criminal, civil or administrative proceeding brought against them by any administrative, governmental, or regulatory agency?

Yes  No If yes, furnish details in a separate attachment.

I. Has applicant or member of applicant ever been in receivership or been adjudicated bankrupt?

Yes  No If yes, furnish details in a separate attachment.

J. Has applicant been denied a business-related license or has same been suspended or revoked by an administrative governmental or regulatory agency?

Yes  No If yes, furnish details in a separate attachment.

K. Undertakings comparable to the proposed redevelopment work which have been completed by applicant or by any of its principals of applicant, including identification and brief description of each such project and date of completion.

L. Federally or State aided projects in which applicant or any of its principals is or has been the redeveloper, developer, stockholder, officer, director, trustee or partner of such redeveloper or developer.



AA. No Appearance of Impropriety:

1. State whether proposed applicant or its team has a family or business relationship with any member of the Governing Body of the City of Woodbury, or their family members, and provide details.

2. State whether the applicant has knowledge of any direct or indirect personal interest on the part of the governing body in this RFQ applicant.

3. State whether applicant has knowledge that a member of the Governing Body has any direct or indirect personal interest in the redevelopment of the Project Area.

4. State whether Applicant has contributed any funds to Woodbury City or to its officials, and if so, supply amounts, dates of contributions and reasons therefor.

**B. APPLICANT'S PROPOSED REDEVELOPMENT TEAM**

Use a separate page, and number the additional pages for each individual and include names, mailing addresses, telephone and fax numbers, and e-mail addresses for each team member:

Name: \_\_\_\_\_

Title (e.g. Engineer, Builder, Architect, Marketing Agent, Attorney, other): \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Principal Contact Person: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**MANDATORY APPLICANT'S CERTIFICATION**

I am the \_\_\_\_\_(title) of \_\_\_\_\_, the proposed Redeveloper, and I hereby represent and certify that the foregoing information, including attachments, to the best of my knowledge is true and complete, and that if it is not true and complete, I recognize that I am subject to criminal prosecution.

The undersigned applicant to this RFQ hereby authorizes the City of Woodbury to verify any information contained herein, through a records search and/or inquiry, and to release the results of said search.

PROPOSED REDEVELOPER/  
APPLICANT  
(Indicate Complete Legal Name)

\_\_\_\_\_  
ATTEST:

By: \_\_\_\_\_(Sign Here)  
NAME [Print]

DATED: \_\_\_\_\_

TITLE: \_\_\_\_\_

Sworn to and Subscribed before me  
This \_\_\_\_\_ day of \_\_\_\_\_, 2022

\_\_\_\_\_  
NOTARY PUBLIC



**MANDATORY REQUEST BY WOODBURY CITY FOR PRO FORMA, OR  
THIS DOCUMENT REGARDING PROPOSED REDEVELOPER**

**PROJECT FINANCING**

**Source of Funds for Acquisition and Redevelopment:**

- 1. Private Funding:
  - a. Specify sources and types, e.g.;  
Equity Capital contributions, advances,  
Loans \_\_\_\_\_
  - b. Mortgage Financing \_\_\_\_\_
  - c. Other [Specify nature and source] \_\_\_\_\_
- 2. Public Funding:  
(Specify sources and amount of each, if any) \_\_\_\_\_
- 3. Total of Private and/or Public Sources \_\_\_\_\_

## CONTACT PERSON'S QUESTIONNAIRE

Please complete all blanks, stating "NONE" or "NOT APPLICABLE" where necessary. If more space is needed to answer any specific question, use a separate sheet.

This questionnaire should be completed by any current Officer, Director, Partner or Major Shareholder who will be applicant's contact for the proposed redevelopment.

- A. Name: \_\_\_\_\_  
Street: \_\_\_\_\_  
City: \_\_\_\_\_  
County: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip Code: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Date & Place of Birth: \_\_\_\_\_

B. Please state your title and length of time with applicant entity.

C. Have you, or applicant, within the last five (5) years, been a party defendant in litigation involving laws governing hours of labor, minimum wage standards, discrimination in wages, child labor, or environmental regulation?

\_\_\_ Yes \_\_\_ No If yes, furnish details in a separate attachment.

D. Have you, or applicant, ever been denied a business-related license or had it suspended or revoked by any administrative, governmental or regulatory agency?

\_\_\_ Yes \_\_\_ No If yes, furnish details in a separate attachment.

E. Have you, or applicant, ever been debarred, suspended, or disqualified from contracting with any federal, state or municipal agency?

\_\_\_ Yes \_\_\_ No If yes, furnish details in a separate attachment.

F. Have you, or applicant, made contributions to the City of Woodbury or its officials which could violate "pay-to-play" laws and/or present a violation or conflict if the City selects applicant as its Redeveloper?

Yes  No If yes, furnish details in a separate attachment.

**EXHIBITS**

Exhibit “A” ..... Map of Lots and Blocks

Exhibit “B” ..... [Downtown Business District Redevelopment Plan](#)

Exhibit “C” ..... [Preliminary Assessment Report, 9-28-17](#)

4888-4574-2369, v. 1



